



The Federal Judiciary developed a Next Generation (NextGen) Case Management/ Electronic Case Files (CM/ECF) system that allows attorneys to use the same account for both PACER and electronic filing access. Attorneys will be required to use their individual upgraded PACER login and password for access to the electronic filing system in NextGen Courts. **The Bankruptcy Court for the District of Utah will upgrade to NextGen by June 7th 2021.**

**Note: You will continue to use your CM/ECF login and password to electronically file in our court until we have completed the transition to NextGen.**

To see a list of the courts currently using NextGen CM/ECF, click [here](#) [1]. Eventually, NextGen CM/ECF will be instituted in all federal courts (bankruptcy, district, and appellate).

**In preparation for this Court's move to NextGen CM/ECF, you must complete the following preliminary steps now.**

### **STEP 1: Do you have your own individual PACER account?**

As a first step, you must have your own upgraded PACER account. Once our court has upgraded to NextGen CM/ECF, you will be asked to link your upgraded PACER account to your CM/ECF filing account. Shared PACER accounts can no longer be used by CM/ECF users once a court upgrades to NextGen CM/ECF.

- [Instructions for registering for a PACER account](#) [2]
- [Register for a PACER Account](#) [3]
- Questions regarding PACER accounts should be directed to the PACER Service Center at [pacer@psc.uscourts.gov](mailto:pacer@psc.uscourts.gov) [4] or (800) 676-6856.

Also, separate PACER accounts will be required for users with multiple CM/ECF filing accounts. Instead of using multiple CM/ECF accounts, setup filing agents under a single Attorney or Trustee account.

- [Instructions for creating filing agents](#) [5]

### **STEP 2: Have you upgraded your PACER account?**

If you already have your own PACER account but it was created prior to August 11, 2014, you must upgrade it.

- [Instructions for upgrading your PACER Account](#) [6]
- [Upgrade your PACER Account](#) [7]

### **STEP 3: Does your firm need a Firm Billing Account (also known as PACER Administrative Account)?**

Firms can set up a PACER Administrative Account (PAA) to manage all their user accounts and have central billing for PACER access fees.

- [Complete information regarding Firm Billing Accounts \(PACER Administrative Accounts\)](#) [8]



- [Register for a Firm Billing Account](#) [9]

## STEP 4: Do you know your current CM/ECF login and password?

You must know your current CM/ECF login and password before the Court upgrades to NextGen. If the login information is stored in the browser, it will be lost and not recoverable. If you do not know your login or password, contact the Clerk's Office at 801-450-3443 or [utb\\_training@utb.uscourts.gov](mailto:utb_training@utb.uscourts.gov) [10].

## On or after June 7, 2021 users must link their individual and upgraded PACER account to a current CM/ECF account.

You will need both your upgraded PACER login and password, and your ECF login and password, for this process. If you have not obtained your own PACER account, or if you have your own PACER account but you haven't upgraded it, see above.

- [Instructions for linking your upgraded PACER account to your CM/ECF Account on or after June 7](#) [11]
- Need help with your PACER account? Email [pacer@psc.uscourts.gov](mailto:pacer@psc.uscourts.gov) [4] or call (800) 676-6856

For user documentation, learning aids, and how to videos, please visit [How to Use PACER](#) [12]

For FAQs, please visit <https://pacer.uscourts.gov/help/faqs/nextgen-cm-ecf> [13]

**Source URL:** <https://www.utb.uscourts.gov/nextgen-information>

### Links

- [1] <http://www.pacer.gov/psco/cgi-bin/links.pl>
- [2] [https://www.utb.uscourts.gov/sites/default/files/register\\_for\\_pacer.pdf](https://www.utb.uscourts.gov/sites/default/files/register_for_pacer.pdf)
- [3] <https://pacer.uscourts.gov/register-account>
- [4] <mailto:pacer@psc.uscourts.gov>
- [5] [https://www.utb.uscourts.gov/sites/default/files/creating\\_a\\_filing\\_agent-nextgen.pdf](https://www.utb.uscourts.gov/sites/default/files/creating_a_filing_agent-nextgen.pdf)
- [6] <https://pacer.uscourts.gov/help/pacer/upgrading-your-pacer-account>
- [7] <https://pacer.psc.uscourts.gov/pscof/login.xhtml>
- [8] <https://pacer.uscourts.gov/help/pacer/pacer-administrative-account-user-manual>
- [9] <https://pacer.uscourts.gov/register-account/group-billing>
- [10] [mailto:utb\\_training@utb.uscourts.gov](mailto:utb_training@utb.uscourts.gov)
- [11] [https://www.utb.uscourts.gov/sites/default/files/link\\_an\\_upgraded\\_pacer\\_account\\_to\\_a\\_nextgen\\_cmecf.pdf](https://www.utb.uscourts.gov/sites/default/files/link_an_upgraded_pacer_account_to_a_nextgen_cmecf.pdf)
- [12] <https://pacer.uscourts.gov/help/pacer>
- [13] <https://pacer.uscourts.gov/help/faqs/nextgen-cm-ecf>